

Huntington Hills Civic Association Architectural Control Committee Guidelines

Introduction and Purpose

Our main objective is for the benefit of Huntington Hills to enhance property values and the attractiveness of our subdivision.

The Architectural Control Committee (Committee) guidelines are designed to uphold the community standards that contribute to a cohesive and aesthetically pleasing neighborhood environment. By adhering to these guidelines, residents help ensure that all modifications and additions to properties are harmonious with the neighborhood's existing character. This not only maintains but also enhances property values for all homeowners.

Maintaining high standards for architecture and landscaping is vital to preserving the beauty and appeal of Huntington Hills. These guidelines serve as a framework to ensure that any new construction, renovations, or additions are thoughtfully planned and executed. By following these guidelines, homeowners can be confident that their investments will positively impact the community as a whole.

We encourage all residents to familiarize themselves with these guidelines and to work collaboratively with the Committee to achieve a balance between personal preferences and community-wide standards. Your cooperation and adherence to these guidelines are essential in keeping Huntington Hills a desirable and attractive place to live.

Scope

These guidelines are not to alter the Huntington Hills Civic Association (HHCA) Code of Regulations but are the basis on which the Committee reviews and approves construction allowed within the regulations

Authority

The authority and function of the Committee, regarding construction on vacant lots and construction on lots already occupied by homes, is described in Article XI, Sections 4 through 10 of the Huntington Hills Code of Regulations (Recorded July, 16, 2011), and sections 4&5 of the Amended and Consolidated Declaration of Protective Covenants (filed 6/16/2016). The Huntington Hills Architectural Control Committee (Committee) has the responsibility to act on proposed construction within Huntington Hills and have a representative report on Committee activity, if any, at each monthly HHCA meeting.

Township Information

Construction activities requiring Committee review and approval will normally require a zoning permit (614-575-5560) and possibly a building permit (614-575-5556) from Violet Township. (Reference zoning code sections 3B and 3AA4).

Committee Members

Michael Fearing – 832-857-6931, Mlfearing@gmail.com

John Kramer - 614-837-6830, pickik65@yahoo.com

Mike Monnin – 614-560-4620, mike.monnin427@gmail.com

Submittals

Submittals to the Committee containing all necessary attachments may be either by letter addressed to Huntington Hills Civic Association, Attn: Architectural Control Committee, P.O. BOX 458, Pickerington, Ohio 43147, or by e-mail to a committee member. Homeowner portion of Architectural Control Committee "Submittal & Review Checklist" available from HHCA web page ([Documents and Holler](#)) by e-mail is the preferred submittal method.

During planning, the lot owner is to submit a proposal to the Committee containing the following:

- Required Contact Information
 - Name of lot owner
 - Property address
 - Lot owner Phone number
 - Lot owner E-mail address

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- Preliminary drawing or accurate sketch of the lot showing the house, lot lines, and location of proposed addition or structure. Note, for detached accessory structures, Violet Twp. normally requires 15' setbacks from the rear & side property lines, and 10' ft from the rear of the house.
- Sufficient description (or pictures / product samples) of building materials and architectural features, whereby the Committee can review the project for aesthetic compatibility with the home and surrounding properties.
- Attach any written correspondence with the Violet Township Zoning Department (614-575-5560 and zoning_inspector@violet.oh.us) or Building Department (614-575-5556 and inspections@violet.oh.us). This is important for verifying compliance with township regulations.
- Provide the Committee with the drawings used for the initial Township application when Violet Township requires HHCA approval (conditional) necessary for the lot owner to complete the zoning / building application. (see Violet Twp application checklist referenced below noting "HOA approval").
- **New Construction.** Building permits are required for essentially all new construction excepting detached accessory buildings that are less than 200 sq. ft. If the project does not require a Violet Township building permit Building, the lot owner is asked to submit documentation of the correspondence with Violet Township to the Committee as noted above. When a building permit is required, the landowner is asked to forward the Committee a copy of final plans accepted for township approval.
- **Driveways.** Article XI, Section 23 of the Huntington Hills Code of Regulations requires all driveways to be hard surfaced with either concrete or asphaltic concrete (blacktop). Submit preliminary plans for driveway replacements and expansions to the Committee.
- **Fences.** When the project exclusively consists of fence, or when fencing is included in a structural project, include the following with the submittal:
 - Dimensioned drawing showing the planned fence, house location and lot lines (fence location must conform with HH bylaws, Article IX, sections 5 & 22; and HH Consolidated Declarations, Sections B(5)(A) & B(18))
 - Statement of fence height and fencing material (may include pictures/ sample)
 - Additional Fence Provisions
 - If the planned fence will be placed parallel to the street (such as with a corner lot), the homeowner is asked to first contact Violet Twp to establish the minimum fence setback distance from the edge of the street, and then submit Twp correspondence along with Twp approved dimensioned drawings with the initial HHCA submittal.
 - Fences are not permitted in locations where the fence could impact the existing surface flow of stormwater, such as in locations where the fence could directly block stormwater flow or collect stormwater flow debris causing flow interruption or ponding of water.
 - Fence repairs or partial replacement fence materials must match the appearance of the remaining existing fence
 - Homeowners are encouraged to contact OUPS after marking the planned fence location prior to HHCA submittal. Although HHCA has no objection to a fence located on the property line, the presence of an underground utility within an easement regarding construction safety or future utility company access may impact the fence location.
- **Detached garages, sheds, and storage structures** are prohibited.

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- **Gazebos, sun shelters, and children's playhouses** must be proposed with the following guidelines:
 - Located behind the house so the street visibility of the house is generally unchanged
 - The structure needs to be opened on the sides or screened; in the case of a children's playhouse at least 2 of the 4 sides must have open "windows/openings" or doorways that equal or exceed 25% of the surface area of said side. The intent is to ensure that the playhouse does not at some future point become a storage shed. A children's playhouse should generally be integrated with other play equipment and are often elevated. In the case of an elevated playhouse (treehouse) the sides may need to be more closed in for safety. The lower level of an elevated playhouse may not be enclosed for storage.
 - Wooden structures must be made of stained or natural weathered wood or painted to match the house. Prefabricated metal structures must be esthetically compatible with house and neighboring properties.
 - Maximum size of elevated play area: 6'x8'x5' high
- **Greenhouses** must be proposed with the following guidelines:
 - 75 square ft maximum area for single structure or combined structures
 - Selection of greenhouse construction materials subject to the acceptability of Violet Twp., and considered aesthetically acceptable to the Committee for the duration of the structure's use. Material selection will determine expected maintenance; generally:
 - Durable materials such as wood, metal, and glass are considered semi-permanent structures and maintained similarly as a residence
 - Wooden or metal frames covered with heavy translucent material will require periodic maintenance or material replacement to remain aesthetically acceptable.
 - Less durable structures such as PVC framing covered with light plastic sheeting will need to be removed at the end of each growing season
 - Greenhouse intended only for plant production, and may not be modified for other purposes (specifically as a storage structure).
 - Greenhouses may not be used as storage facilities anytime, even during non-growing season.
 - Used only for the propagation and growth of legal plants to grow in Ohio, Fairfield Co., and Violet Twp.
 - Greenhouse for personal use only, and not for commercial use. When possible, the greenhouse is to be located where it is not visible from the street by placement behind the house within the projection of the sides of the house/ garage as viewed at the front of the house.
 - If the homeowner stops plant production for more than 1 growing season, the greenhouse must be removed.

Roof Replacement. Roof replacements made with any roofing material of similar color to the existing roof do not need Committee review or approval. However please notify the committee during project planning if the following is planned:

- Roof of a single shingle type and color that differs from the color of the exiting roof
- Roof using more than one roofing material
- Roof using more than one roof color

If any of the above conditions exist, the lot owner will forward the Committee pictures of:

- Front view of the house clearly showing the existing house and roof colors.
- Sample of the planned roofing material(s) including the planned color(s) (with a description of the planned location for different roof materials and/or colors).

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Architectural Guidance for Acceptance

- All Structures must conform to Violet Twp. zoning and building permit requirements, and the owner must obtain all necessary written Violet Twp. approvals.
- Attached structures, building alterations, and accessory structures will be reviewed by the Committee primarily for architectural conformity and aesthetic compatibility. The Committee will otherwise accept Violet Twp. zoning / building permit approval and final construction approval certification as sufficient for HHCA purposes, following Committee's initial architectural acceptance (conditional approval). After conditional approval, the lot owner is then asked to submit future Violet Twp approval documents to the committee.

Architectural Approval

- Committee available for consultation at any time prior to submittal. Owners are asked to initially contact Violet Township for a determination of the need for zoning and/or building permits; then contact the Committee for architectural review prior to providing final construction drawings to the Township for approval (prior to purchase of materials).
- Committee reviews the completed submittal and will contact the homeowner within 10 days if further information is needed from the lot owner.
- Lot owners may choose to work with a contractor throughout the HHCA submittal and approval process, but construction is not to begin until after HHCA has sent approval notification to the lot owner.

Committee may give conditional approval for aesthetic compatibility with the home and surrounding properties as necessary for the homeowner to complete the Violet Township permit application, with final approval contingent upon full conformance with township permit/ approval requirements. When received, the lot owner is asked to submit the date & signature page of following applicable township approved documents to the Committee as a record of compliance with Violet Township regulations:

- Zoning permit
- Building permit
- Occupancy Permit or other verification of completed construction approval
- Once the above information from Violet Twp is forwarded to the committee from the lot owner, the committee will then e-mail the lot owner and HHCA trustees the final approved HHCA submittal form for HHCA records.
- The conditions and written record of Committee approval remain with the lot, and are applicable to the next homeowner, if and when the property is sold.

References

[Violet Township](#)

[Violet Township Zoning Documents](#)

[Violet Township Building Department Documents](#)

Most importantly, be safe!
Before you dig or start driving fence posts,
contact the Ohio Utilities Protection Service (O.U.P.S) @ 811 or 1-800-362-2764

